



# COMMONWEALTH of VIRGINIA

## Commonwealth Transportation Board

W. Sheppard Miller, III  
Chairperson

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*Agenda item # 6*

### RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

May 21, 2025

#### MOTION

**Made By:** Dr. Smoot, **Seconded By:** Mr. Lawson

**Action:** Motion Carried, Unanimously

**Title: Economic Development Access to**  
**Botetourt Center at Greenfield**  
**Project ECON-011-882 – Botetourt County**

**WHEREAS**, § 33.2-1509 of the *Code of Virginia* provides funds to “be expended by the Board for constructing, reconstructing, maintaining or improving access roads within localities to economic development sites on which manufacturing, processing, research and development facilities, distribution centers, regional service centers, corporate headquarters, or other establishments that also meet basic employer criteria as determined by the Virginia Economic Development Partnership in consultation with the Virginia Department of Small Business and Supplier Diversity will be built under firm contract or are already constructed ...” and, “in the event there is no such establishment or ... firm contract, a locality may guarantee to the Board by bond or other acceptable device that such will occur and, should no establishment or airport acceptable to the Board be constructed or under firm contract within the time limits of the bond, such bond shall be forfeited”; and

**WHEREAS**, Botetourt County by formal resolution has requested Economic Development Access (EDA) Program funds to serve undeveloped parcels within Botetourt Center at Greenfield, which is located off Roanoke Road (US-220) without public access, and said access is estimated to cost approximately \$1,521,856; and

**WHEREAS**, it appears that this request falls within the intent of § 33.2-1509 of the *Code of Virginia* and complies with the provisions of the Commonwealth Transportation Board’s EDA Fund Policy and the Economic Development Access Program guide.

**NOW, THEREFORE, BE IT RESOLVED**, that \$850,000 (\$700,000 unmatched and \$150,000 matched) of the Economic Development, Airport and Rail Access Fund is allocated to provide adequate access to Botetourt Center at Greenfield on eligible property off Roanoke Road, Project ECON-011-882, contingent upon:

1. All right of way, environmental assessments and remediation, and utility adjustments being provided at no cost to the Commonwealth; and
2. Execution of an appropriate contractual agreement between Botetourt County (LOCALITY) and the Virginia Department of Transportation (VDOT), to provide for the:
  - a. Design, administration, construction, and maintenance of this project; and
  - b. Payment of all ineligible costs, and of any eligible costs in excess of this allocation, from sources other than those administered by VDOT; and
  - c. Provision of the required matching funds, up to \$150,000, by the LOCALITY for appropriately documented eligible project costs; and
  - d. Provision by the LOCALITY of either i) documentation of a least \$4,250,000 of eligible capital outlay attributed to qualifying business on property served exclusively by this project, or ii) should documentation of capital outlay be insufficient, an appropriate bond or other acceptable surety device by the LOCALITY to VDOT, not to expire before May 21, 2030, without written permission of VDOT. Such surety device shall provide for reimbursement to VDOT of any expenses incurred by the Economic Development, Airport and Rail Access Fund for this project's construction not justified by the eligible capital outlay of establishments served by the project. If, by May 21, 2030, at least \$4,250,000 of eligible capital outlay on property served exclusively by this project has not been expended or committed by firm contract by a qualified establishment or establishments, then an amount equal to 20% of the eligible capital outlay of up to \$4,250,000 will be credited toward the project's EDA Program allocation utilized in the project's construction and the balance of the utilized allocation not justified by eligible capital outlay will be returned to VDOT and the Economic Development, Airport and Rail Access Fund. This surety may be released or reduced accordingly at an earlier date upon provision of documentation of eligible capital outlay by a qualified establishment, or establishments; and
3. Determination by VDOT of eligible capital outlay in accordance with current policy and procedures for administering the EDA Program.

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## CTB Decision Brief

### Economic Development Access – Botetourt County Botetourt Center at Greenfield

**Issue:** Pursuant to § 33.2-1509 of the *Code of Virginia* and the Economic Development Access EDA Fund Policy of the Commonwealth Transportation Board (CTB), Botetourt County has requested funds from the EDA Program to assist in constructing road access to serve undeveloped lots within Botetourt Center at Greenfield. CTB approval for the allocation of the requested funds is sought.

**Facts:** Section 33.2-1509 of the *Code of Virginia* authorizes the CTB to expend funds set aside for constructing access roads to economic development sites on which certain establishments as prescribed by the *Code* or other establishments that meet the basic employer criteria as determined by the Virginia Economic Development Partnership (VEDP) in consultation with the Virginia Department of Small Business and Supplier Diversity will be built under firm contract or are already constructed. In the event that there is no such establishment already constructed or construction of such establishment is not under firm contract, a locality may guarantee to the CTB by bond or other acceptable device that such will occur.

The CTB's EDA Fund Policy sets forth certain criteria which must be met for projects to be eligible for such funding and directs the Commissioner of Highways to establish administrative procedures to assure adherence to such policy and legislative requirements. The Commissioner established such administrative procedures in the Economic Development Access Program Guide administered by the Local Assistance Division of the Virginia Department of Transportation (VDOT). The Policy stipulates that the governing body of the locality shall provide a resolution in request of the EDA Program funding prior to the Board's allocation of funds.

Botetourt Center at Greenfield has achieved a Tier 3 status under the VEDP's Virginia Business Ready Sites Program (VBRSP). By reaching the Tier 3 status, the site has completed all due diligence, master planning and preliminary engineering work for infrastructure development. The VEDP has determined that the parcels adjacent to this access project have a high potential to attract a qualifying business. Each request for EDA Program funding is scored using evaluative criteria to ensure the proposed project is viable and that it meets the intents of the Program. Botetourt County's project received a strong score of 85 out of 100. Projects must receive at least 50 points to be considered for EDA Program funding.

The parcels adjacent to the access project do not currently have adequate public access, so a new right turn lane and a new access road will be constructed to accommodate the development. Botetourt County will administer the design and construction of the proposed access road project. The County's plans for the proposed access project include a new right turn lane on US-220 (Roanoke Road) and a new 0.27 mile long, 24-foot-wide asphalt roadway with shoulders and ditches, beginning at US-220 and extending West. VDOT Salem District staff concur with the plans for the project and with the estimated project cost for eligible items and quantities of approximately \$1,521,856.

Botetourt County will be responsible for financial arrangements to provide for the required EDA Program matching funds, as appropriate, and all project costs exceeding the state EDA Program allocation to fully fund the project. Documentation of qualifying capital investment of \$4,250,000, or provision of appropriate surety from the County will be required prior to funding authorization.

**Recommendation:** VDOT recommends the allocation of \$850,000 (\$700,000 unmatched and \$150,000 matched) from the Economic Development, Airport and Rail Access Fund be approved for construction of this project, subject to certain contingencies as set forth in the accompanying resolution.

**Action Required by the CTB:** The *Code of Virginia*, the Virginia Administrative Code, and the CTB's EDA Fund Policy specify that the CTB shall approve the allocation of funds for the construction of the access road project. A resolution is provided for formal vote.

**Result, if Approved:** VDOT and Botetourt County will proceed with the EDA road project.

**Options:** Approve, Deny, or Defer.

**Public Comments/Reactions:** None



**RESOLUTION REQUESTING THE COMMONWEALTH TRANSPORTATION BOARD'S APPROVAL OF ECONOMIC DEVELOPMENT ACCESS PROGRAM FUNDING FOR THE ENGINEERING, DESIGN, PERMITTING, AND CONSTRUCTION OF A NORTHERN ACCESS TO SERVE BUSINESS PARK SITES WITHIN THE BOTETOURT CENTER AT GREENFIELD.**

**WHEREAS**, the Botetourt County Board of Supervisors requests assistance in the development of Botetourt County Economic Development Authority-owned property for the purpose of economic development to be served by improved northern access to the Botetourt Center at Greenfield in Daleville, Virginia; and

**WHEREAS**, Greenfield is expected to be the site of continued new private capital investment in land, building, machinery & tools, and other taxable equipment which will provide substantial taxable investment and employment opportunities; and

**WHEREAS**, the subject property has no sufficient northern access to an improved public street or highway and will require the engineering, design, permitting, and construction of a northern access; and

**WHEREAS**, the County of Botetourt hereby guarantees that the necessary surety for this construction project will be provided, if necessary, at no cost to the Economic Development, Airport, and Rail Access Fund; and

**WHEREAS**, the County of Botetourt hereby guarantees that any ineligible project costs and all costs not otherwise justified will be provided from sources other than those administered by the Virginia Department of Transportation.

**NOW, THEREFORE, BE IT RESOLVED** that the Botetourt County Board of Supervisors hereby requests that the Commonwealth Transportation Board provide Economic Development Access Program funding to provide an access road to this property; and

**BE IT FURTHER RESOLVED** that the Botetourt County Board of Supervisors hereby agrees to provide a surety or bond, acceptable to and payable to the Virginia Department of Transportation, in the full amount of the Commonwealth Transportation Board's allocation as determined by VDOT; this surety shall be exercised by the Department of Transportation in the event that the resulting plans are not prepared to VDOT standards; and


**BE IT FINALLY RESOLVED** that the County Administrator and/or his designee(s) be authorized to act on behalf of the Botetourt County Board of Supervisors to execute any and all documents necessary to secure the funding sought through the Economic Development Access Program up to, but not exceeding, \$850,000 in State funds.

CERTIFICATE

The foregoing Resolution was adopted by the Board of Supervisors of Botetourt County, Virginia at its regular meeting held on March 25, 2025.

Name	Yes	No	Absent	Abstain
Amy S. White, Chair	<b>X</b>			
Dr. Donald "Mac" Scothorn, Vice Chair	<b>X</b>			
Steve Clinton	<b>X</b>			
Walter Michael	<b>X</b>			
Brandon Nicely	<b>X</b>			

Attest:

  
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Gary Larrowe, Clerk